



**North County Regional Fire Authority**  
**COMMISSIONER'S MEETING**  
via ZOOM  
**April 13, 2022**  
**4:00pm**

**CALL TO ORDER**

The following attendees were present:

**COMMISSIONERS**

Greg Oakes, Chair  
Jan Iverson  
Judy Williams  
Ric Cade  
Larry Longley  
Rob Johnson  
Marilyn Oertle  
Debora Nelson  
Barb Tolbert

**FIRE AUTHORITY STAFF**

John Cermak, Fire Chief  
Dave Kraski, Deputy Chief  
Chris Dickison, Assistant Fire Chief  
Katie Casey, Human Resources Manager  
Randy Krumm, Finance Director  
Kayley Mizell, Admin Asst 2  
~~Theresa Ramey, Executive Assistant~~  
Doug ten Hoopen, AC Support Services  
~~Steve Goforth, AC Fire Marshal~~  
Jenn Baxter, Admin. Asst 1

Meeting called to order at 4:00 pm by Chairman Oakes.

**EMPLOYEE AND PUBLIC COMMENTS**

N/A

**MOTION TO APPROVE AGENDA**

1<sup>st</sup>: Commissioner Cade                      2<sup>nd</sup> Commissioner Nelson

**Discussion:** none

**APPROVED:** Unanimous

**MOTION TO APPROVE CONSENT AGENDA**

1<sup>st</sup>: Commissioner Nelson                      2<sup>nd</sup> Commissioner Cade

**Discussion:** none

**APPROVED:** Unanimous

**MOTION TO APPROVE MINUTES FROM MARCH 23, 2022**

1<sup>st</sup>: Commissioner Oertle                      2<sup>nd</sup> Commissioner Johnson

**Discussion:** none

**APPROVED:** Unanimous

**NEW BUSINESS**

Kayley Mizell provided an overview of the options available to us which would allow for virtual meetings to be had at both Station 99 and Station 48. She will meet with our IT Consultant Bryan Terry to discuss the options further and will provide an update to the Commission on their findings.

Chief Cermak provided a staff report and overview of the Target Solutions "Check It" program and how it will benefit multiple areas of the RFA.



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**MOTION TO DIRECT THE FIRE CHIEF TO SIGN THE 39-MONTH CONTRACT WITH VECTOR SOLUTIONS FOR THE CHECK IT FIRE/EMS STATIONS PROGRAM, CHECK IT DRUG SAFE, AND CHECK IT FIRE/EMS VEHICLES SOFTWARE**

1<sup>st</sup>: Commissioner Nelson

2<sup>nd</sup> Commissioner Oertle

**Discussion:** none

**APPROVED:** Unanimous

Commissioner Iverson presented Policy 27 and some suggested updates. This will be brought back to the Board at the next meeting for a second review.

**OLD BUSINESS**

The Fire Commissioner's conference in Chelan is coming up. The Commissioners were asked to complete the survey regarding the length of your stay and submit to Kayley ASAP.

**CHIEF'S REPORT**

The Battalion Chief written examination was completed and all four candidates passed that part of the process. These four individuals should also be recognized for all of the hard work being placed into the Leaderless Group process of developing a Management by Objective Program. An outcome of their hard work is the recommendation to subscribe to the Vector Solutions Program to help manage the process.

Administrative Assistant 1- Jenn Baxter started her first week with NCRFA. Jenn will be working at Station 99. Jenn introduced herself and provided some of her background information to the Board.

Two Labor Management meetings were conducted for current issues. One being Lateral hired firefighters, and the other relating to the Implementation Agreement language.

Final recruit evaluations were conducted at the Snohomish cohort of the Training Academy. The third evaluation of the individual at the South County cohort was completed. All are doing very well and representing North County Regional Fire Authority with Pride and Ownership.

Chief Kraski and Chief Cermak met with Marysville Chief McFalls regarding current issues.

Chief Cermak attended Chief Kraski's Operational officer's meeting.

Doug Kunzman has worked with the Officers in developing successful communication and leadership strategies as well as administrative staff in closing several loops in best outcome communication and accountability modalities.

Research was completed on the ILA with City of Arlington (at the request of the City Administrator) and forwarded to the City Administrator for review and a meeting regarding the ILA.

Chief Cermak attended two staff meetings with the City of Stanwood. There will be some sewer work that will affect our front apron apparatus approach. We will work together on the response process during those upgrades. Additionally, we are beginning to discuss annual events like the Stanwood Fair and Touch a Truck



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**COMMITTEE REPORT**

The Guidelines Committee will meet on the 22<sup>nd</sup>.

**CORRESPONDENCE**

A donation was received by the family of Wayne Pearson. Discussion occurred regarding how the funds will be allocated. It was agreed that the funds should be put to use for training purposes.

**GOOD OF THE ORDER**

On May 9<sup>th</sup> the Department will be celebrating the newly promoted Battalion Chiefs and Captains as well as our newest fulltime Firefighters.

Commissioner Iverson noted that 236<sup>th</sup> will have significant road closures in the near future.

Chief Cermak and Assistant Chief Dickison both positively acknowledged the excellent medical care provided to an individual on a rather complicated call – which saved a life. Commissioner Tolbert inquired as to whether or not the Phoenix Award should be considered. Chief Cermak noted that this would typically be done during our annual banquet, which has been on hold the last couple of years due to COVID-19.

Commissioner Tolbert inquired about the bid opening for the training center. Interim Assistant Fire Chief ten Hoopen explained that the bid opening occurred, one company did not submit the required documentation and was disqualified. The bids came in under budget which should leave enough funds to construct an additional training prop at the training center.

**MOTION TO ADJOURN at 5:14pm**

**1<sup>st</sup>:** Commissioner Cade

**2<sup>nd</sup>:** Commissioner Oertle

**Discussion:** none

**APPROVED:** Unanimous

DocuSigned by:

*Greg Oakes*

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**Greg Oakes**

**Board Chair**

DocuSigned by:

*Katie Casey*

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**Katie Casey**

**Board Secretary**